



Plan Commission Minutes  
January 31, 2022 at 7:00 p.m.  
City Hall Council Chambers &  
Virtual Online – WebEx Meeting

---

Commission Members Present: Christopherson, Granlund, Obaid, Seymour, Wolfgram, Helgeson, Brandvold, Gragert, Erickson

Staff Members Present: Allen, Petrie, Wittwer

1. Call to Order – Chairperson Granlund called the Plan Commission meeting to order at 7:00 p.m.
2. Roll Call – Chairperson Granlund called the roll for the meeting. Commissioners Granlund, Seymour, Helgeson, Gragert and Christopherson were present in the Council Chambers. Commissioners Obaid, Wolfgram, Erickson and Brandvold were present virtually online.
3. Commissioner Seymour moved to approve the January 3<sup>rd</sup> minutes. Commissioner Helgeson seconded and the motion carried.
4. Open public comment period for items that do not appear on this agenda noted as public hearings. None.
5. Comprehensive Plan 5-year Review  
Mr. Allen presented a request to recommend approval of the comprehensive plan 5-year review to which the Plan Commission have been in the process to update the comprehensive plan. This update is noted within the Chapter 15, Plan Implementation Program. The Plan Commission hosted nine work sessions throughout the process and input from seven city commissions and committees. In addition, two open houses were hosted last week for public input and review. This will be reviewed by the Council at their meeting on February 7<sup>th</sup>.

No one spoke during the public hearing.

Commissioner Christopherson moved to recommend approval of the Comprehensive Plan 5-year review to Council. Commissioner Helgeson seconded.

Commissioner Gragert moved to add intercity transit hub within the transportation plan actions of the comprehensive plan. Commissioner Christopherson seconded and the motion carried.

Commissioner Gragert moved to add a transit hub as a part of the University of Wisconsin – Eau Claire (UWEC) Campus Plan considerations within the comprehensive plan. Commissioner Helgeson seconded and the motion carried.

The original motion was voted on and the motion carried.

6. Conditional Use Permit (CZ-2203) – Detached Garage  
Mr. Petrie presented a request for approval on a proposed conditional use permit to allow for the detached garage located at 614 Gilbert Street. The detached garage is approximately 884 square feet in size with an overall 21' 11' in height. The zoning ordinance allows a maximum of overall height of 18 feet.

Eric Borg, owner of 614 Gilbert Street, noted that he heard from one of the neighbors supporting the project. He also noted the detached garage slab would be the same elevation as the alley and in addition noted he sold a different home needing the extra storage.

Commissioner Seymour moved to approve with staff recommendations. Commissioner Christopherson seconded and the motion carried 8-1, with Commissioner Helgeson voting no.

7. Site Plan (SP-2202) – Apartments

Mr. Petrie presented a request for the final site plan approval for the two apartment buildings located on the corner of Galloway Street and River Prairie Drive. The site plan shows one 20-unit and one 40-unit and a mixture of 1-bedrooms and 2-bedrooms. The site plan shows open space for residents with common area with a grill, pergola, cornhole area, and pickleball court. The general development and rezoning were approved by City Council in June 2021.

Lee Haremza with RyKey Properties noted that 3-bedrooms are not a high demand at this time. He spoke about how the 1-bedroom and 2-bedroom fit more within the workforce housing options than a 3-bedroom option. He noted that parking would be available for the entire neighborhood.

Matt Appel, Advanced Engineering Concepts, noted the parking along the southern portion of the development is sloped but would allow for parking. He noted the stalls are larger than the normal parking stall size. He noted that the pickleball court is down to one rather two, which would allow for more open space within the parking area.

Commissioner Helgeson moved to approve the final site plan with staff recommendations. Commissioner Gragert seconded and the motion carried.

8. Discussion Item – Plan Commission 2022 Work Program

Mr. Allen presented the revised Plan Commission draft 2022 Work Program. He discussed the new items and recapped the final work program for the commission.

Commissioner Helgeson moved to approve the Plan Commission 2022 Work Program. Commissioner Gragert seconded and the motion carried.

9. Future Agenda Items and Announcements

Mr. Allen noted the next meeting is February 14<sup>th</sup>.

10. The meeting adjourned at 9:05 p.m.



Zina Obaid, Secretary